C-A OPERATIONS PROCEDURES MANUAL

3.11 Policy for Access to all Primary Beam Enclosures for Assessment of Abnormal Situations

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Collider-Accelerator Department Chairman Date

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3.11 Policy for Access to all Primary Beam Enclosures for Assessment Abnormal Situations

1. Purpose

This procedure provides the basic policy for Operations Coordinators to follow in order to assess conditions in primary beam enclosures in the event of a potential threat to the environment, safety or health of workers. The Operations Coordinator may use this procedure in their judgment, that following normal entry requirements to primary beam enclosures might cause the situation to worsen.

2. Responsibilities

2.1 The Operations Coordinator is responsible for following this policy.

2.2 The policy may be applied under the following conditions:

2.2.1 Primary beam enclosures are set for operations or they are operating.

2.2.2 An abnormal situation exists, that may develop into an emergency. Examples of abnormal events include, but are not limited to:

- water leak,
- potential fire,
- personnel in the primary beam enclosure and the area is cleared to accept beam,
- any situation where rapid entry to the primary area mitigates or helps to stabilize the potential environmental, safety or health problem.

3. Prerequisites

3.1 The Operations Coordinator must ensure all those entering the primary areas under this procedure have:

- Radio to contact the MCR.
- Thermoluminescent Dosimeter (TLD) and alarming dosimeter.

3.2 Check security system indicator lights to ensure the appropriate beam is safely off.

3.2.1 Close Linac to Booster (LTB) and Tandem to Booster (TTB) beam stops.

3.3 Operations Coordinators are required to train on this procedure.

3.4 Operators and Operations Support Technicians are required to read this procedure.

4. Precautions

4.1 The following precautions are preferable, BUT ARE NOT REQUIRED:

- Have 2 people go in.
- Have one of the two persons be a Radiological Control Technician (RCT).
- Have the area be on Controlled Access.

5. Procedure

5.1 The Operations Coordinator shall:

5.1.1 Pick an Operator or Collider-Accelerator Support (CAS) to enter the primary area where an abnormal situation may exist.

5.1.2 Warn the Operator or CAS Technician not to fight a fire or take any unnecessary risks. Their job is to assess the problem.

5.1.3 Remind the Operator or CAS Technician to pull the nearest fire alarm box and exit the primary area if heavy smoke or a fire is encountered.

5.1.4 Ask the Operator or CAS Technician to contact the MCR with an assessment.

5.1.5 Implement the Local Emergency Plan for any appropriate situation, see C-A-OPM 3.0.

5.1.6 For Non-Emergency Plan events such as equipment failures, make the area safe in order to stabilize the situation. That is, take action to keep the situation from getting worse.

Note: 1

Making the area safe may, or may not, include taking the time to lock out and tag out equipment. The Operations Coordinator (OC) may simply order that equipment in the area be turned off via computer.

Note: 2

For either Emergency Plan Conditions or equipment failures, and in order to return the facility to a safe status, the Operations Coordinator is authorized to take corrective action, appropriate including bypassing C-A OPM Lockout/Tagout (LOTO) procedures (e.g. 2.6, 2.6.1, 2.6.2, 2.6.3, 2.6.4, 2.6.5 and 2.6.6). For example, the OC may authorize an entry to a primary beam enclosure to prevent a large water spill even though the lock out tag out procedure has not been implemented.

5.1.7 The Operations Coordinator must ensure that all maintenance or repair activity resulting from these assessments are performed under OPM operating procedures, if required. Authorization not to follow procedures must be obtained from C-A Facility Manager. See C-A-OPM-ATT 10.1.a, for a list of C-A Facility Managers.

5.1.8 The Operations Coordinator, or designee, will prepare a log entry describing the abnormal event and any actions taken. The log entry shall be written in the OC shift log.

6. Documentation

None

7. References

7.1 C-A-OPM 1.1, "Authorization".

7.2 C-A-OPM 3.0, "Local Emergency Plan for the C-A Department".

7.3 C-A-OPM-ATT 10.1.a, "Occurrence Notification Call List".

8. Attachments

None